



## CITY OF SAN BRUNO

Community Services Department

### MEETING MINUTES

#### Senior Citizens Advisory Board November 20, 2018

1. **Call to Order/Roll Call:** Chair Goff called the meeting of the Senior Citizens Advisory Board to order at 9:07 a.m. Board Members Present: Chair Goff, Carmichael, Hayes, Tracey, Chu, and Treasurer Hornung. Board Member Excused: Green and Luzaich. Staff Present: Magrini, Rangel, and Tessier.
2. **PLEDGE OF ALLEGIANCE:** Chair Goff led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** No changes.
4. **ACCEPTANCE OF MINUTES:** **MSC Carmichael/Chu** to accept the minutes of the October 16, 2018 meeting with stipulation from Board Member Chu that September's Treasurer's Report doesn't have the correct current balance. Approved 5-1-2 with Board Members Green and Luzaich absent.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENT:** William Kaktis suggested blow driers. He also hoped the computer club would get recognized this year for their continuing success.
7. **UNFINISHED BUSINESS:**
  - a. Treasurer's Report – October 2018: Report incorrect. Both October and November will be distributed at next meeting
  - b. **Accept:** Monthly Information and Referral, Class Attendance, Nutrition Site Reports and Senior Center Historical Front Desk Sign In Data
  - c. **Accept:** Receive and File Events Committee Meeting Minutes  
Cocktail parties were put on once a quarter in the past. It is possible to get them sponsored. Motion to hold off on reintroducing. Unanimous.
  - d. Update on Pending Senior Center Projects (Magrini):  
There is no final inspection or approval given yet for the ADA lift for the stage. The contractor is reaching out to the state to bring out a state inspector to finalize the project. Staff will notify the board when final inspection is scheduled as well as completed.

The subcontractor did work yesterday on the ADA access by the trash enclosure. Concrete work is scheduled for tomorrow, but it is supposed to rain so it probably won't happen. The understanding was that the concrete area that held trellis was to be dug up and poured as well, but no one can find where that was agreed upon. We may need to

do that portion of the work ourselves and include it in the trash enclosure project. If it falls within ADA code sections, it will be addressed. If it doesn't, it probably won't be addressed. **Board Member Hayes** stated that a clear concrete path to the trash enclosure was agreed upon. Can the project be stopped and get done correctly the first time? **Director Magrini** said she would bring it to City Manager Grogan's attention. There have been many delays with this project. There is no recourse to fall back on because nothing can be found in writing. **Board Member Tracey** asked for how much it is going to cost. **Director Magrini** would find out.

**Board Member Chu** said thank you for addressing the rebar issue right away.

**Board Member Hayes** said that in the past it hasn't been looked on as helpful to bring up issues as a committee member. This project started in April. All along it was supposed to be a clear pathway all the way from the deck to the street as an emergency exit so people could get out smoothly if they have to and the project should be stopped until it is done correctly.

**Director Magrini** stated that the trash enclosure has been put on hold until the concrete work is completed. Staff is in discussion with Public Works to identify funding for the parking restriping. The salad bar as of November 1st has been approved by the county. She thanked staff and volunteers who participated in trainings regarding salad bar management

8. **NEW BUSINESS:**

- a. Nomination and Election of Chairperson & Vice Chairperson – Board Member Hayes nominated for Chairperson by Member Tracey. Board Member Chu nominated for Vice Chairperson by Member Tracey. Both unanimous.

9. **ITEMS FROM MEMBERS AND SUBCOMMITTEE REPORTS:**

**Board Member Hayes** would like a monthly running total of the new restricted fund with a starting balance and interest balance.

**Board Member Chu** would like an update on what is happening with the craft room door mold. He would like an update on the legacy bequest on the postcard. **Director Magrini** stated that it had been reviewed and approved. It just needed to be copied and distributed. He asked if there is any way to get more custodial staff because of the numerous room configurations. Director Magrini stated staff should be looking ahead at the schedule and would try to put more resources toward it.

**Board Member Hayes** thought the custodial staff is fine, but just not have so much planned in one day.

10. **ITEMS FROM STAFF:**

**Director Magrini** stated that the floors were stripped and rewaxed over the weekend. Another deep cleaning will be done in February. Every 6-8 months we are hoping to get stripping and rewaxing done. **Board Member Hayes** stated that if rewaxing was every three months, then stripping won't need to be done every 6-8 months.

11. **ADJOURNMENT:** Meeting was adjourned at 10:07 a.m.